



HEADQUARTERS NEW JERSEY ARMY AND AIR NATIONAL GUARD
NEW JERSEY DEPARTMENT OF MILITARY AND VETERANS AFFAIRS
3650 SAYLORS POND ROAD
FORT DIX, NEW JERSEY 08640-7600

ARMY BULLETIN NO. 23

23 October 2001

LEAVE TRANSFER PROGRAM APPLICANT (HRO-MTM-ER)

1. The federal personnel system allows the use of a Leave Transfer Program in which annual leave may be transferred to a federal employee who is affected by medical or family medical emergency situations. *Application for the use of this program has been made by Cpt Annetta K. Reiser, 177FW.*
2. Cpt Reiser has sustained an injury and is unable to work. She is expected to be out for an extended period undergoing physical therapy. Cpt Reiser has exhausted all of her leave.
3. Any ARNG/ANG federal employee wishing to donate annual leave to Cpt Reiser should complete the form attached to Appendix B, NJDMAVA TPR 600 (660.15) and forward to HRO-ERS, SMSgt Kathy L. Christian.
4. Any leave donated but not used by the recipient for their medical emergency will be returned to the donor(s) on a prorata basis as administered by HRO.
5. It is emphasized that this is a voluntary program. Your participation in the program is a personal decision. No technician will be directly or indirectly intimidated, threatened or coerced regarding his or her decision to participate.
6. See your supervisor for information in the Voluntary Leave Transfer Program as published in NJDMAVA TPR 600 (630.15).

OFFICIAL:

A handwritten signature in black ink, appearing to read "Thomas J. Sullivan", is written over the printed name.

THOMAS J. SULLIVAN
COL, GS, NJARNG
Command Administrative Officer

PAUL J. GLAZAR
Major General, NJARNG
The Adjutant General

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